

**Workgroup Facilitators' Meeting**  
**Friday, August 4, 2006 - 1:30 PM**

MEETING SUMMARY

Present: Cathy Bleier , Marcia Brockbank, Rainer Hoenicke, Richard Looker, Rick Morat, Tom Mumley, Paula Trigueros

The Facilitator's Workgroup will henceforth be known as the Steering Committee for the CCMP Update as announced at the IC meeting this morning.

- 4) Performance Measures were discussed at some length. With the caveat that ecological endpoints are hard to measure, the emphasis should be on how you measure the activity you are trying to accomplish. Measures must be quantitative and can be of physical attributes, biotic attributes, chemical attributes or programmatic attributes. Each discrete measure should have a discrete target tied to the action item. These then feed into a macro indicator which measures pollutant change, chemical change, biological change, etc.

**Actions** should address policy—what needs to be accomplished; managing source or activity to prevent or reduce a problem.

The **What** description should make a clear problem statement, describe the resource response or condition, and the resource outcome or condition sought.

The performance measure should be a way to evaluate environmental outcomes that can be passed onto permitted entities such as included in 401 certs or stormwater permits.

SFEP will send out samples of performance measures based on SWRCB's templates for reference (attached).

- 2) Successes and Challenges: some groups have begun to draft for introductory section.

- 3) Presentation of Updates to Implementation Committee:

**Action:** Tom and the facilitators would like to see Operating Principles for the IC. (What is a quorum, is one required, how is voting conducted, etc.) prior to November IC meeting.

**Action:** SFEP will prepare a letter to IC members (principals and alternates) briefing them on the CCMP Update process and approval process.

**Action:** SFEP will prepare a 1 page briefing paper for members of the Executive Council on the CCMP Update and asking if they or their designated representative would like a briefing.

For the November 2006 meeting, facilitators will make a presentation on the status of their program area update. Facilitators will prepare a 1-2 page written status report highlighting changes and new actions and objectives and delineating non-controversial vs controversial

items to alert the IC of potential areas of contention. This would be sent out in the IC package mid-October. **Action: Develop a template for the November meeting submittal .**

4) Public Information and Outreach

SFEP needs to do some public outreach. Minutes of workgroup meetings should be posted on website. Briefing letters could be modified and sent to potential interested parties and groups as well as posted on the web.

Steering Committee needs to meet prior to November meeting to build schedule for IC approvals and consider overlap areas.

**Next Steering Committee Meeting: Friday, October 6, 2006, from 10-12, Room 1411.**